

ISF003
C 09/95
R 08/04



**INTEGRATED STATEWIDE INFORMATION SYSTEMS
ADVANCED GOVERNMENT PURCHASING SYSTEM (AGPS)
TRAINING REQUEST FORM**

TRAINEE INFORMATION (please print)

All Trainee Information Fields Must be Completed With the Exception of Special Requirements

Name:	Agency #:
SSN or Personnel No.:	Agency Name:
E-mail Address:	Work City:
Phone:	Special Requirements:
FAX:	
BR Messenger Mail or Postal Mailing	
Address for delivery of Self-Study Guides:	
<i>(Only required if Self-Study course selected)</i>	

Click in the box to the right of each requested course number. Anyone not attending an AGPS or CFMS class previously must complete AGPS/CFMS Navigation.

<i>Instructor Led Classes</i>		
AGPS/CFMS Navigation (3 hours)	<i>Self-Study Course Also Available</i>	AGP014 <input type="checkbox"/>
Commodity/Contract/Vendor/Agency Information (3 1/2 hours)	<i>Prerequisite: Navigation</i>	AGP008 <input type="checkbox"/>
Requisitions (1 day)	<i>Prerequisite: Navigation</i>	AGP001 <input type="checkbox"/>
Orders (1 day)	<i>Prerequisite: Navigation</i>	AGP011 <input type="checkbox"/>
Change Orders (1/2 day)	<i>Prerequisite: Navigation and Orders</i>	AGP010 <input type="checkbox"/>
Solicitations (1 day)	<i>Prerequisite: Navigation and Requisitions</i>	AGP002 <input type="checkbox"/>
Invoices and Payments (1 day)	<i>Prerequisite: Navigation</i>	AGP013 <input type="checkbox"/>
<i>Self-Study Guides</i>		
AGPS/CFMS Navigation		AGP016 <input type="checkbox"/>
Electronic Approvals	<i>Prerequisite: Navigation</i>	AGP015 <input type="checkbox"/>
Receipts Processing	<i>Prerequisite: Navigation</i>	AGP017 <input type="checkbox"/>

ISIS Liaison/Training Coordinator Approval	Date	Phone

For information concerning submission of completed forms: <http://www.la.gov/ois/service/forms/submission.htm>

For a complete description of each course: <http://www.la.gov/ois/service/training/courses/agpsdirectory.htm>